

**George Town Council**  
**COUNCIL MEETING – 19 FEBRUARY 2019**  
**AGENDA**

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**Meeting Commencing at 1.00pm**

**AUDIO RECORDING OF COUNCIL MEETINGS**

The public is advised that it is **Council Policy** to record the proceedings of meetings of Council on digital media to assist in the preparation of minutes, and to clarify any queries relating to the Minutes that is raised during a subsequent meeting under the section “Confirmation of Minutes”.

The recording does not replace the written minutes and a transcript of the recording will not be prepared.

All meetings of the Council shall be digitally recorded as provided for by Regulation 33 of the Local Government (Meeting Procedures) Regulations 2015 except for the proceedings of meetings or parts of meetings closed to the public in accordance with Regulation 15(2).

In accordance with the requirements of Council’s Audio Recording of Council Meetings Policy No. 40, members of the public are not permitted to make audio recordings of Council meetings.

**1. PRESENT**

**1.1 APOLOGIES & LEAVE OF ABSENCE**

**1.2 IN ATTENDANCE**

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**2. CONFIRMATION OF MINUTES**

**2.1 ORDINARY COUNCIL MEETING HELD 22 JANUARY 2019**

**DECISION**

Moved:

Seconded:

That the Minutes of Council's Ordinary meeting held on the 22 January 2019 numbered 001/19 to 011/19 and 014/19 as circulated to Councillors be received and confirmed as a true record of proceedings.

**VOTING**

For:

Against:

**3. PUBLIC QUESTION TIME**

**3.1 PUBLIC QUESTION TIME PROCEDURE**

*[Refer to Minute No. 243/16. The period set aside for public question time will be at least 15 minutes. Questions given on notice will be addressed first. Once questions on notice have been addressed, persons who have registered their interest to ask a question will be called to do so in the order in which they have registered. Persons attending Council meetings will have the opportunity to register their interest to ask a question without notice prior to the commencement of the meeting. Council staff will be on hand to assist with this process.*

*Participants cannot ask more than 2 questions in a row with a maximum of 2 minutes per question. If a person has more than (2) questions, they will be placed at the 'end of the queue' and may, if time permits, ask their further questions once all other persons have had an opportunity to ask questions. Persons who have not registered their interest to ask a question will be given an opportunity to do so following all those who have registered. All questions must be directed to the Chairperson.*

*For further information on Council's Public Question Time Rules and Procedure, please refer to George Town Council Public Question Time Policy No. 18.]*

*Questions asked and answers provided may be summarised in the minutes of the meeting.*

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**3.2 PUBLIC QUESTIONS ON NOTICE**

Nil.

**3.3 PUBLIC QUESTION TIME**

Commenced at:

Concluded at:

**3.4 QUESTIONS ON NOTICE FROM COUNCILLORS**

Nil.

**3.5 RESPONSE TO QUESTIONS FROM PREVIOUS PUBLIC QUESTION TIME**

*(Refer to Minute No. 425/00, which states in part, “that a copy of all written replies to questions from the Public Gallery be included in the following Council Agenda.”)*

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**4. DECLARATIONS OF INTEREST**

**5. GENERAL MANAGER'S DECLARATION**

I certify that with respect to all advice, information or recommendations provided to Council with this Agenda:

- the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- where any advice is given directly to Council by a person who does not have the required qualifications of experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.



Shane Power  
**GENERAL MANAGER**

**LOCAL GOVERNMENT ACT 1993 – SECTION 65**

**65. Qualified persons**

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –
  - (a) the general manager certifies, in writing –
    - (i) that such advice was obtained; and
    - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and
  - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.

**6. PLANNING AUTHORITY**

***Local Government (Meeting Procedures) Regulations 2015***

25. *Acting as a planning authority*

- (1) *If a council or council committee intends to act at a meeting as a planning authority under the Land Use Planning and Approvals Act 1993, the chairperson is to advise the meeting accordingly.*
- (2) *The general manager is to ensure that the reasons for a decision by a council or council committee acting as a planning authority are recorded in the minutes of the meeting.*

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**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY**

<b>AUTHOR:</b>	Statutory Town Planner
<b>REPORT DATE:</b>	11 February 2019
<b>FILE NO:</b>	GTC – A1/2019
<b>ATTACHMENTS:</b>	1. Supporting planning submission by Tasmanian Fire Service 2. Draft bushfire prone areas overlay mapping 3. Draft Amendment A1/2019 – Instrument of Certification

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**STRATEGIC PLAN**

- Goal 1:** Foster the growth of a diverse business and industry mix and to foster population growth.
- Goal 2:** Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods.
- Goal 4:** Strengthen the vibrancy of our towns and enhance the benefits of living in a rural setting and living close to the river and coast.

**PROPOSAL SUMMARY**

The Tasmanian Fire Service (TFS) is seeking to introduce Bushfire Prone Areas Mapping across the entire State. After discussions with Council officers, the mapping has progressed to a point where it is deemed appropriate for implementation across the George Town Municipality. As a result, it is recommended that the George Town Council initiate a planning scheme amendment under its own motion. This is done so under the former section 34(1)(b) of the former provisions of the *Land Use Planning and Approvals Act 1993*. The proposal is for an amendment to the current George Town Interim Planning Scheme 2013 (The Scheme) to endorse and incorporate a bushfire prone overlay map.

The amendment has been assessed against all relevant requirements for the *Land Use Planning and Approvals Act 1993 (LUPAA)*.

The key points of the attached planning submission are:

- *That the proposal furthers the objectives of Schedule 1 of the Land Use Planning and Approvals Act 1993.*
- *The proposal complies with State Policies;*
- *The proposal is in accordance with the Northern Regional Land Use Strategy (NRLUS) 2010 – 2030;*

**BACKGROUND**

This report considers the proposal to amend the George Town Interim Planning Scheme 2013 to insert a Bushfire Prone Areas Overlay Map as recommended by the TFS. A copy of the planning submission undertaken by the TFS has been included with this report as attachment 1.

It is noted that all Councils across the state will be required to implement this mapping under the proposed Tasmanian Planning Scheme. The implementation of the mapping under the Interim Scheme simply allows for the benefits of the overlay to be realised sooner.



**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY (CONT.)**

Officers from the Tasmanian Fire Service contacted Council approximately 6 months ago in relation to the Bushfire Prone Areas Overlay Mapping. TFS Officers travelled to George Town Council on the 29<sup>th</sup> November 2018 and met with Council staff to discuss and make changes to draft mapping as required. Following on from this meeting, Tom O'Connor from the TFS addressed Councillors at the January Council workshop to explain the draft mapping and answer any questions.

The mapping, if adopted by Council, will form a statutory part of the planning scheme and will relate to the definition of the bushfire prone areas under E1.0 Bushfire Prone Areas Code. The mapping will give property owners the benefit of being able to determine, without the need for an accredited bushfire practitioner, whether or not a site is within a bushfire prone area and whether it requires assessment under E1.0 Bushfire Prone Areas Code and/or the Building Regulations. The proposed mapping doesn't change the content of the Bushfire Prone Code, but rather provides clarity around when the code should be applied. The mapping provides an added benefit of allowing building surveyors to determine whether or not a bushfire assessment is required at the building stage.

**TFS SUPPORTING REPORT**

A supporting planning report prepared by the Tasmanian Fire Service dated February 2019 forms part of the application. As previously touched upon, the TFS has been working with Local Governments across Tasmania to produce bushfire mapping, which is directly associated with the Bushfire Prone Areas Code.

The mapping was developed collaboratively with Council's officers. .

A methodology was developed in order to prepare the mapping (see section 3 of supporting TFS report). This methodology has already been used for the existing bushfire prone areas overlay within the Clarence Interim Planning Scheme 2015 and the Hobart Interim Planning Scheme 2015. It is further noted that the City of Launceston also initiated the scheme amendment to implement the mapping at the December 2018 Council meeting.

**LEGISLATIVE REQUIREMENTS OF THE DRAFT AMENDMENT**

**Proposed Amendment**

It is proposed that Council initiate an amendment to the George Town Interim Planning Scheme 2013 by inserting a bushfire prone areas overlay map.

**Act Requirements**

The legislation allows for an amendment to the planning scheme under sections 32, 34 and 35 of the former provisions of the *Land Use Planning and Approvals Act 1993*.

**Section 32 – Requirements for preparation of amendments**

*(1) A draft amendment of a planning scheme, and an amendment of a planning scheme, in the opinion of the relevant decision-maker within the meaning of [section 20\(2A\)](#) –*

- (a) . . . . .*
- (b) . . . . .*
- (c) . . . . .*
- (d) . . . . .*

*(e) must, as far as practicable, avoid the potential for land use conflicts with use and development permissible under the planning scheme applying to the adjacent area; and  
(ea) must not conflict with the requirements of [section 300](#) ; and*

**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY**

*(f) must have regard to the impact that the use and development permissible under the amendment will have on the use and development of the region as an entity in environmental, economic and social terms.*

*(2) The provisions of [section 20 \(2\)](#), [\(3\)](#), [\(4\)](#), [\(5\)](#), [\(6\)](#), [\(7\)](#), [\(8\)](#) and [\(9\)](#) apply to the amendment of a planning scheme in the same manner as they apply to planning schemes.*

**Section 34 – Amendment of a planning scheme.**

*(1) A planning authority may –  
(a) in response to a request under [section 33](#) ; or  
(b) of its own motion –  
initiate an amendment of a planning scheme administered by it.*

*(2) The Commission may, with the approval of the Minister, give a written direction to a planning authority to initiate an amendment of a planning scheme administered by the authority and the authority must initiate the amendment of the planning scheme in accordance with the direction within 10 weeks after receiving the direction or such longer period as the Commission allows.*

*(3) A planning authority may at any time determine to withdraw an amendment, of a planning scheme administered by it that it has initiated of its own motion.*

*(4) The withdrawal of an amendment of a planning scheme comes into effect 7 days after the date on which the planning authority determines to withdraw the amendment.*

*(5) The planning authority is to –  
(a) notify the Commission of the withdrawal of the amendment; and  
(b) give notice, in a daily newspaper circulating generally in the area, that the amendment has been withdrawn and of the date on which the withdrawal takes effect.*

**Section 35 – Certification of draft amendments by planning authorities.**

*(1) After preparing a draft amendment of a planning scheme, the planning authority must determine whether the draft amendment meets the requirements specified in [section 32](#) and –  
(a) if satisfied that it does, certify the draft amendment as so meeting those requirements; or  
(b) if not so satisfied, proceed to modify the draft amendment until it does meet those requirements and then certify the modified draft amendment as so meeting those requirements.*

*(2) For the purposes of [subsection \(1\)](#), the planning authority must certify the draft amendment by instrument in writing affixed with the common seal of the planning authority.*

*(3) . . . . .*

*(4) Within 7 days after certifying under [subsection \(1\)](#) that the draft amendment of a planning scheme meets the requirements specified in [section 32](#), the planning authority must give a copy of the draft amendment and the instrument containing that certification to the Commission.*

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**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY (CONT.)**

**Affected Areas**

The study area for the purpose of the draft bushfire prone areas overlay mapping is the George Town Local Government area which is illustrated below.



Figure 1 - George Town Local Government Area.

**CONSIDERATION OF THE DRAFT AMENDMENT**

**Schedule 1**

The *Land Use Planning and Approvals Act 1993* (former provisions) requires that scheme amendments must seek to further the objectives of Schedule 1 of the Act. Section 6.2.1 of the TFS supporting document (attachment 1) provides a response against relevant criteria. The assessment concludes that the mapping meets the objectives of Schedule 1

**Section 32 and 35**

Section 35 of *The Land Use Planning and Approvals Act 1993* requires that prior to Council certifying an amendment, the planning authority must satisfy itself that the requirements of section 32 and 35 have been met.

Section 6.1.2 of the supporting document by the TFS provides an assessment of the draft mapping against the above mentioned sections. The assessment concludes that the mapping is able to meet all relevant sections, including land use conflicts, consistency with regional land use strategy and conflicts between local and common provisions. The mapping is also considered to have regard to the environmental, economic and social impacts as outlined in section 32.

The draft amendment provides a state-wide approach to mapping bushfire prone areas. It is considered that the implementation of the mapping will not result in adverse impacts on use and development in the region.

**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY (CONT.)**

**Section 300**

Section 300 of *The Land Use Planning and Approvals Act 1993* requires that a planning scheme is as far as practicable, consistent with the regional land use strategy.

Section 6.2.3 of the supporting document by the TFS considered the Regional Land Use Strategy for Northern Tasmania and concludes that the draft amendment is consistent with the relevant policies and actions.

**State Policies**

The following State Policies are currently in place:

- *State Coastal Policy 1996*
- *State Policy on the Protection of Agricultural land 2009*
- *State Policy on the Water Quality Management 1997*

The draft amendment proposes to introduce overlay mapping. It does not have any impact of the above mentioned policies.

National environmental protection measures are developed under the *National Environmental Protection Council (Tasmania) Act 1995*, and as a result therefore taken to be a State Policy. Seven NEPMS have been made to date, these deal with:

- *Ambient air quality 2002*
- *Diesel vehicle emissions 2001*
- *Used packaging materials 1999*
- *National pollutant inventory 2000*
- *Assessment of site contamination 1999*
- *Air toxins*
- *Movement of controlled waste between states and territories 1998*

The above NEPM's are considered not applicable in relation to the draft amendment. The draft amendment is therefore considered to be in conflict with any of the State Policies.

**Gas Pipelines Act 2000**

The requirement to consider the above act is not applicable to the draft amendment.

**COMMUNITY CONSULTATION**

Should the amendment be initiated it will be advertised publically for 28 days. This period will ensure that people can make representation in relation to the proposed change and raise any concerns at this time. Any representations raised will be brought to the next possible Council meeting for discussion.

**CONCLUSION**

The application seeks to insert bushfire prone areas mapping into the *George Town Interim Planning Scheme 2013*. The draft amendment is considered to result in increased reliability, certainty, and simplicity of process. It will ultimately benefit land owners, designers/architects, the planning authority, the permit authority and the wider community. The draft amendment has been considered against all relevant standards and is subsequently recommended to be initiated.

**6.1 SECTION 34 AMENDMENT – BUSHFIRE PRONE AREAS OVERLAY (CONT.)**

**OFFICER’S RECOMMENDATION**

- a) That in accordance with Section 34 (1)(b) of the former provisions of the *Land use Planning and Approvals Act 1993*, the Planning Authority initiates draft amendment A1/2019 to the George Town Interim Planning Scheme 2013 to insert Bushfire Prone Areas Overlay map, made applicable by the Bushfire Prone Areas Code E1.0.
- b) That in accordance with section 35(2) of the former provisions of the *Land Use Planning and Approvals Act 1993*, the Planning Authority certify the draft amendment by instrument in writing affixed with the common seal of the planning authority.
- c) That in accordance with section 38(1) of the former provisions of the *Land Use Planning and Approvals Act 1993*, the planning authority determine to publically exhibit the draft amendment for a period of 28 days.

**DECISION**

**VOTING**

For:

Against:

**7. PLANNING AND DEVELOPMENT**

Nil.

**8. WORKS AND INFRASTRUCTURE**

**8.1 GEORGE TOWN COMMUNITY SAFETY COMMITTEE – COMMUNITY ROAD SAFETY GRANT**

**REPORT AUTHOR:** Team Leader – Infrastructure and Works

**REPORT DATE:** 5 February 2019

**FILE NO:** 22.24

**ATTACHMENT:** Nil.

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**SUMMARY**

This report provides information to enable Council to respond to the George Town Community Safety Committee resolution requesting Council's approval of an application to the Community Road Safety Grants program for a variable message board.

**BACKGROUND**

The George Town Community Safety Committee (the Committee) is a Special Committee of Council created pursuant to s.24 of the Local Government Act 1993.

The George Town Community Safety Group aims to:

- develop long and short-term strategies to address local safety issues, focusing on prevention, education and early intervention;
- actively engage the community and other key stakeholders on local community safety issues of concern;
- improve dialogue and partnerships with non-government organisations, community organisations and other key stakeholders;
- identify new initiatives and have the capacity to source grant money to fund community safety initiatives;
- develop and disseminate community safety material among the local and business community; and
- work collaboratively as a group and be actively involved in projects/activities identified by the group.

The Committee at its meeting 5 February 2019 resolved:

'That the Committee recommends to Council that Council approves a grant application to the Department of State Growth a submission to the Community Road Safety Grants program for a variable message board for the George Town municipality.'

**STRATEGIC PLAN**

**Goal 02**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods

**Key Objective 7**

Participate in community safety initiatives.

**8.1 GEORGE TOWN COMMUNITY SAFETY COMMITTEE – COMMUNITY ROAD SAFETY GRANT (CONT.)**

**FINANCIAL IMPLICATIONS**

The Committee has no budget to implement programs, activities or projects. The Committee is resourced by Council with administrative support for meetings only.

The Committee intends to apply for external grant funding to provide a variable message board and trailer at an approximate cost of \$23,000. It is anticipated that the cost to Council will be in providing additional administrative support to manage and program the message board; maintenance of the board; and the insurance and registration of the trailer.

The variable message board and trailer would become assets of Council.

**RISK ASSESSMENT**

No risk assessment in relation to the Committee's request has been undertaken.

**OFFICER'S COMMENTS**

Mr Craig Hoey, of the Road Safety Branch presented information to the Committee about applicable grant campaigns which several local governments within Tasmania have participated in as a community safety initiative.

The variable message sign (VMS) would provide important safety information for drivers and riders on popular routes. The VMS signs are trailer mounted, solar powered message boards. The message boards include local and remote programmable options and have inbuilt satellite GPS tracking. These boards can be used for traffic management on road construction sites; event promotions and safety messages. It would be a requirement from the Department of State Growth that messaging aligned with State Road Safety campaigns are displayed throughout the year.

The Committee intends to apply for funds under the Community Road Safety Grant seeking funding to undertake a community road safety project.

The Committee are seeking Council's approval to apply for funding for the community Road Safety Grant program.

**OFFICER'S RECOMMENDATION**

That Council authorise officers to submit an application to the Tasmanian Community Road Safety Grants program for funding for a variable message board.

**DECISION**

**VOTING**

For:

Against:



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**9. CORPORATE AND FINANCE**

**9.1 COUNCILLORS REIMBURSEMENTS**

**REPORT AUTHOR:** Team Leader – Corporate and Finance

**REPORT DATE:** 8 February 2019

**FILE NO:** 14.13

**ATTACHMENT:** Draft Councillor Allowances Policy – Policy No. 5 Version 14

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**SUMMARY**

This report recommends to Council, adoption of the draft Councillor Allowances Policy (Policy No. 5 Version 14).

**BACKGROUND**

The Councillor Allowances Policy (No. 5 Version 14) and suggested changes were workshopped on 14 November 2018 and 5 December 2018. The revised Policy was presented to the 22 January 2019 meeting of Council where it was deferred to workshop.

The policy will be workshopped on 19 February 2019 prior to this Council meeting.

**STATUTORY REQUIREMENTS**

Section 340A of the Local Government Act 1993 Allowances

- (1) A councillor is entitled to prescribed allowances.
- (2) A mayor or deputy mayor are entitled to prescribed allowances in addition to any allowances referred to in subsection 1.  
  
(2A) Allowances are to be paid in arrears.
- (3) A councillor, mayor or deputy mayor may decide not to receive part or all of an allowance.
- (4) A decision under subsection (3) is to be by written notice to the general manager of the relevant council.
- (5) Councillors who are suspended under section 215 (5) are not entitled to any allowances during the period of suspension.
- (6) A person who must not perform any function or exercise any power of a councillor under section 339C is not entitled to any allowances.

Section 42 of the Local Government (General) Regulations 2005 – Allowances for elected members:

- (1) For the purposes of subsections 340A(1) and (2) of the Act, the allowances for councillors and the additional allowances for mayors and deputy mayors for the period of 12 months starting on the 1 November.

### **9.1 COUNCILLORS REIMBURSEMENTS (CONT.)**

- (2) The allowances for councillors and the additional allowances for deputy mayors and mayors payable in each subsequent period of 12 months starting on the 1 November.
- (2a) take effect from that date each year
  - (2b) are calculated by multiplying the allowances for the previous year by the inflationary factor for the current year and rounding the resulting amount to the nearest whole dollar
- (3) The allowances referred to in this regulation are to be paid in monthly or fortnightly instalments

Section 43 of the Local Government (General) Regulations 2005 – Expenses for Councillors. A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under schedule 5 to the Act in relation to

- (a) Telephone rental and telephone calls;
- (b) Travelling; and
- (c) Care of any dependent of the councillor.

### **STRATEGIC PLAN**

#### **Key Area 1 - Organisational Accountability**

*Aim: to be a responsible, accountable local government by – maintaining financial viability, transparency and accountability in budgeting and administration*

### **OFFICER'S COMMENT**

The revised policy as workshopped is attached.

Taking into consideration options workshopped and the statutory requirements the following changes are included in the draft Councillor Allowances Policy:

#### **1. Travel Reimbursement**

Councillors are entitled to be reimbursed for reasonable out-of-pocket travel expenses incurred in relation to the discharge of their function as a Councillor in respect of the following:

1. Council Meetings and Workshops;
2. Council Special Committees (as per s24 Local Government Act);
3. Meetings where Councillors (or their proxy) are directly appointed as a Council delegate;
4. Constituted meetings of incorporated community or sporting groups within the municipality;
5. Seminars, conferences and professional development opportunities hosted by LGAT specifically for elected members;
6. Council events where a Councillor has been requested to assist by Council Management;
7. Notwithstanding the above any other claim for reimbursement where Council formally approve attendance to any event, meeting or function.
8. Councillor reimbursement for travel will not include travelling by a Councillor to meet with constituents on their own initiative.

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**9.1 COUNCILLORS REIMBURSEMENTS (CONT.)**

A travelling reimbursement will be made available to Councillors to enable them to perform their duties and shall be either;

- I. A reimbursement rate of \$0.68 per km (or as prescribed and adjusted by the ATO from time to time) where councillors use their own vehicle: or
- II. Actual out of pocket expense (to a maximum value not greater than the equivalent as calculated in (I) above).

Councillors are required to submit a monthly account detailing;

- (1) Date of travel;
- (2) Reason/s for Council related travel and classification (relating to (i) to (v) above);
- (3) Kilometres and travel details or receipts as appropriate;and
- (4) A copy of the minutes or attendance register recording attendance of the Councillor, except where minutes are held by Council. Where no attendance record is available, other evidence or signed statement will be required to the satisfaction of the General Manager.

**2. Dependent care**

Where a Councillor incurs any care expenses for a dependent of the Councillor who requires the care while the Councillor is carrying out his or her duties or functions as a Councillor, these expenses will be reimbursed in accordance with following conditions.

Conditions of claims:

1. All claims are net of subsidy;
2. Supporting receipts must be supplied;
3. The claim period is the minimum period required for the care of the dependent; or the minimum reservation period as determined by the service provider;
4. Provide a duly completed claims form that contains statements specifying and certifying
  - a. the specific council business being undertaken when care was required and/or
  - b. where no Council business was undertaken, the care claim period was required in anticipation of the undertaking of Council business; and
5. In the case of a minimum reservation period being utilized, evidence of booking options available from the provider will be provided every six months.

**3. Expenses – Conferences & Training Courses**

In accordance with the Australian Taxation Office, expenses will be reimbursed for the costs of accommodation, meals, incidental expenses, travel expenses (e.g. taxi fares or airfares or vehicle travel in Councillor's own car), course fees and or conference registration for a Councillor, where a Councillor is required to attend a conference or training course outside the George Town municipal area and represents George Town Council in doing so. Incidental expenses will be reimbursed to the Councillor upon provision of receipts and supporting documentation. Where a Councillor chooses an upgrade in accommodation the difference between the available base level accommodation and that upgrade is the responsibility of the Councillor.

**9.1 COUNCILLORS REIMBURSEMENTS (CONT.)**

**4. Payment – Claims Procedure**

Councillor allowances and expenses claims shall be paid in arrears on a monthly basis. Payment for the month of December will be paid on 15 December not in arrears.

Claims over six (6) months old shall not be recognised.

**FINANCIAL IMPLICATIONS (ADDITIONAL INFORMATION)**

Council budgets for Councillor Allowances.

**STRATEGIC PLAN**

**Key Area 1 – Organisational Accountability**

*Aim: To be a responsible, accountable local government*

*Objective: Maintaining financial viability, transparency and accountability in budgeting and administration*

**RISK CONSIDERATIONS**

The policy developed provides measurable criteria for reimbursements for telephone and travel. However, given the operating regime of the majority of Child Care Centres, the policy implementation requires good-will from the elected members to ensure pre-determined bookings matches need.

In developing this policy, officers have sought advice from the Director of Local Government.

**OFFICER’S RECOMMENDATION**

That the Council adopts policy number 5 ‘Councillor Allowances’ as enclosed with the report.

**DECISION**

**VOTING**

For:

Against:

**10. COMMUNITY SERVICES**

**10.1 REVIEW OF COUNCIL POLICY NO 10 – COMMUNITY GRANTS /ASSISTANCE POLICY**

**REPORT AUTHOR:** Community Development Officer

**REPORT DATE:** 4 February 2019

**FILE NO:** 23.2

**ATTACHMENT:** Community Grants/Assistance Policy No 10

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**SUMMARY**

The current Community Grants/Assistance Policy was last reviewed in June 2017, and adopted by Council at its meeting 18 October 2017.

The basis of the review was to provide a grants policy framework which promoted transparent, accountable and cost-effective grants administration.

This report presents suggested changes to Council's Community Grants/Assistance Policy.

**BACKGROUND**

Whilst legislation does not require Council to have a grants policy, best practice requires a grants policy framework that promotes transparent, accountable and cost-effective grants administration that delivers equitable distribution of public monies in line

Several key changes to the policy adopted in 2017, included:

- The General Manager was given delegated authority to approve applications for straight forward assistance for individuals and fee remission assistance to the value of \$500.
- Applications for fee remission for Council venue hire and/or Council services over \$500 are to be made as a Community Assistance Grant and submitted via that process.
- Community Assistance Grants are offered in two competitive rounds each year. The first round opens to receive applications from the first Monday in August until 4.30pm on the last Friday in August. The second round of Community Assistance grants opens from the first Monday in February until 4.30pm on the last Friday in February.
- Community Assistance Grants are to be assessed by a Community Assistance Grants Review Panel comprised of two (2) councillors, appointed by Council for a term of one year, along with a proxy, the General Manager and the Manager Community Development or equivalent.
- The Review Panel to assess the applications against an Assessment Criteria Matrix provided in Community Assistance Program Information and Guidelines and make a recommendation to Council. Council to consider the recommendations and make a determination at the next ordinary meeting of Council.

**10.1 REVIEW OF COUNCIL POLICY NO 10 – COMMUNITY GRANTS /ASSISTANCE POLICY (CONT.)**

The grants review panel was appointed for a term of one year, with the current panel's term expiring 31 January 2019. The panel included two Councillors, appointed by Council, a proxy, the General Manager, and the Manager Community Development, or equivalent.

The current assessment for Council's Community Assessment Grants (up to the value of \$2,000), includes a review by the grants review panel, with a recommendation made to Council at the next meeting of Council.

**STRATEGIC PLAN**

**Goal 02**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods

**LEGISLATION**

There is no legislative requirement to meet in relation to the Grants Policy, however the Local Government Act 1993 s77 empowers Council to make grants. Awarded grants must be reported in the Annual Report.

**FINANCIAL IMPLICATIONS**

The policy provides for Council to make an annual allocation for a community grants program.

**RISK ASSESSMENT**

No significant risk has been identified in relation to the policy and its implementation.

**OFFICER'S COMMENTS**

Due to work schedules of the review panel, it has proven extremely difficult to confirm a time suitable for all panel members to undertake the assessments, with the end result being a review conducted by way of a hybrid of in person and teleconference.

The intent of the grants review panel was to meet and fully assess each individual grant application, with a recommendation then put to Council, thereby removing the requirement for Council to do a full assessment. Whilst a full report on the grant applications received each round, along with a recommendation by the grants review panel is presented to Council for consideration, all applications are still undergoing a full review by Council in practice.

The current process has proven difficult to administer and has been resource intensive without obvious benefit to Council or community.

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**10.1 REVIEW OF COUNCIL POLICY NO 10 – COMMUNITY GRANTS /ASSISTANCE POLICY (CONT.)**

This report therefore proposes an amendment to Council's Policy #10 – Community Assistance Policy, to remove the requirement of a grants review panel, and revert to the former process under Policy #10 pre October 2017. Whereby, officers assess grant application against the criteria within the policy and make recommendations to Council by way of report seeking Council resolution.

A copy of the draft grants policy forms an attachment to this report.

Should Council agree to adopt the draft Community Assistance Policy as attached, it will come into effect immediately. All applications received and assessed in Round 2 will be presented to Council in March.

**OPTIONS:**

Council can choose to:

1. Adopt the revised Community Assistance Policy as presented; or
2. Continue with the existing policy and nominate two (2) Councillors and one (1) Councillor proxy to be appointed to the Community Grants Review Panel for the period of one year, effective immediately with no changes to the existing Community Assistance Policy framework; or
3. Suggest an alternative approach to assessing and awarding Community Assistance Grants.

**OFFICER'S RECOMMENDATION**

That Council adopt the revised Community Grants/Assistance Policy #10 Version 5.

**DECISION**

**VOTING**

For:

Against:

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**10.2 MINOR COMMUNITY EVENTS PROGRAM & PROJECTS SPONSORSHIP FUND**

**REPORT AUTHOR:** Community Development Officer  
**REPORT DATE:** 5 February 2019  
**FILE NO:** 23.2  
**ATTACHMENT:** Northern Joblink- PaTH/Employment Skills Training

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**SUMMARY**

This report provides a summary and recommendations related to requests for sponsorship under Council's Minor Community Events Program & Projects Sponsorship Fund.

**STRATEGIC PLAN**

**Goal 02:**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods

**Key objective 2**

Promote events and festivals that showcase George Town's community

**FINANCES**

The 2018/2019 budget allocation for Sponsorship is \$19,564 inclusive of \$7,564 for the 2019 Tamar Valley Folk Festival.

The following allocations for the financial year 2018/2019 have been made:

<b>Organisation</b>	<b>Amount \$</b>
GTR Events – 2018 Spirit of Tasmania Tour of Tasmania	5,500
George Town Steampunk Festival	825.20
Launceston Triathlon Club	1,500
Rotary Club of George Town	1,000
Cycling Tasmania	2,000
	<b>10,825.20</b>

**Sponsorship Application - Northern Joblink**

Northern Joblink have submitted a sponsorship application for funds to assist with the hire costs of a training room at the George Town Community Hub, being the venue for Employment Skills Training for youth participants living in George Town.



**10.2 MINOR COMMUNITY EVENTS PROGRAM & PROJECTS SPONSORSHIP FUND**  
**(CONT.)**

**OFFICER'S COMMENT**

The completed Minor Community Events Programs and Projects Sponsorship Fund Application Form, along with detailed information relating to the PaTH Employment Skills Training are an attachment to this report.

Northern Joblink is a community based, not for profit registered training organisation. The association has helped young people for over 15 years to develop their employability and job readiness skills, and connecting employees to find work.

Up to 20 youths will be offered the opportunity to undertake this training held over a six week period. The training is provided in two blocks:

**Block 1**

Commencing Tuesday 26 February 2019 and concluding on Friday 15 March 2019.

**Block 2**

Commencing on Tuesday 19 March 2019 and concluding on Friday 5 April 2019.

The attachment to this report details the expected benefits of the program, and the skills which participants will be expected to gain.

**Sponsorship Proposal**

Sponsorship of \$1,000 to assist with the costs of delivering a PaTH Employment Skills Training Program to 20 young people within the George Town community. Northern Joblink has secured a training room at the George Town Community Hub. Sponsorship of \$1,000 will assist with the hire costs of the training room.

**RISK ASSESSMENT**

No risk assessment has been conducted for this proposal.

**OFFICER'S RECOMMENDATION**

That Council approves sponsorship of \$1,000 to Northern Joblink to assist with the costs of delivering a PaTH Employment Skills Training program to 20 young people within the George Town community.

**DECISION**

**VOTING**

For:

Against:

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**11. MAYOR**

**11.1 MATTERS OF INVOLVEMENT – MAYOR**

**FILE NO.:** 14.11

**REPORT DATE:** 12 February 2019

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<b>Mayor Bridget Archer</b>		
<b>January</b>	23	Attended DAP meeting
		Attended Regent Square Reference Group meeting
<b>February</b>	5	Attended George Town Audit Panel meeting
		Attended George Town Safety Group Committee meeting
	6	Attended DAP meeting
	7	Guest speaker – George Town Interagency Group
		Attended public information session – George Town Mountain Bike Trail
	10	Attended DAP launch and official opening of Windmill Point BBQ & Play area
	12	Attended George Town Chamber of Commerce AGM
	13	Attended Regent Square Reference Group meeting
	18	Attended Mountain Bike Reference Group meeting
	19	Attended Council workshop
19	Attended Council meeting	

**OFFICER'S RECOMMENDATION**

That the information report from the Mayor on Matters of Involvement be received and the information noted.

**DECISION**

**VOTING**

For:

Against:

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**12. GENERAL MANAGER**

**12.1 COUNCIL WORKSHOPS – JANUARY 2019**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 7 February 2019

**FILE NO:** 14.10

**ATTACHMENT/S:** Nil

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**SUMMARY**

The purpose of this report is to provide a record of workshops held in accordance with the requirements of Section 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*.

**DATE AND PURPOSE OF WORKSHOP HELD**

**TUESDAY 22<sup>ND</sup> JANUARY 2019**

- TasFire – Introduction of Special Overlays to be introduced into the new Planning Scheme
- Launceston City Deal – Presentation
- Northern Tasmania Development Corporation – Regional Economic Plan – Presentation
- Tasmanian Planning Commission – Conversion of George Town Planning Scheme - Presentation

**Present:** Cr Archer, Cr Harris, Cr Barraclough, Cr Barwick, Cr Brooks, Cr Dawson, Cr Kieser, Cr Mason, Cr Michieletto

**Apologies:** Nil

**In Attendance:** General Manager, Team Leader Corporate & Finance, Team Leader Works & Infrastructure, Team Leader Community & Development Services, Governance Support Officer, Contract Statutory Planner

**Guests:** Mr O’Conner, TasFire  
Ms Shelton, Launceston City Council (Launceston City Deal)  
Ms Tetlow, CEO Northern Tasmania Development Corporation  
Mr Ramsey and Mr Risdon, Tasmania Planning Commission

**OFFICER’S RECOMMENDATION**

That Council receives the report on the Council Workshops – January 2019 from the General Manager.

**DECISION**

**VOTING**

For:

Against:

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**12.2 COUNCIL REPRESENTATION AT 8<sup>TH</sup> ANNUAL AUSTRALIAN ROAD SAFETY AWARDS**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 11 February 2019

**FILE NO:** 22.24, 14.15

**ATTACHMENT/S:** Nil

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**SUMMARY**

The George Town Community Safety Group has been successful in the acceptance of its nomination for award to the 8<sup>th</sup> Annual Australian Road Safety Awards. This report informs Council of its representation at the awards by way of attendance from Cr Barwick.

**BACKGROUND**

Council by way of resolution (364/14) at its ordinary meeting 12 November 2014, established the George Town Community Safety Committee as a special Committee of Council. Cr Barwick was appointed as Chairperson and Mayor Archer as Proxy by Council at its meeting 21 November 2018 (191/18).

The George Town Community Safety Group provides a forum for:

- information sharing and data collection;
- discussion about George Town community safety issues; and
- collaborative development of recommendations on ways stakeholders in the community can work in partnership to improve community safety, and foster a culture of safe and responsible community behaviour.

The George Town Community Safety Group aims to:

- develop long and short-term strategies to address local safety issues, focusing on prevention, education and early intervention;
- actively engage the community and other key stakeholders on local community safety issues of concern;
- improve dialogue and partnerships with non-government organisations, community organisations and other key stakeholders;
- identify new initiatives and have the capacity to source grant money to fund community safety initiatives;
- develop and disseminate community safety material among the local and business community; and
- work collaboratively as a group and be actively involved in projects/activities identified by the group.

**12.2 COUNCIL REPRESENTATION AT 8<sup>TH</sup> ANNUAL AUSTRALIAN ROAD SAFETY AWARDS (CONT.)**

Membership of the Community Safety Group comprises:

- George Town Council;
- Tasmania Police;
- Department of Infrastructure, Energy and Resources (CRSP);
- Department of Health;
- Department of Human Services;
- Department of Education;
- Department of Justice;
- State Emergency Service;
- Service Provider Networks; and
- Community Liaison Groups (Ratepayer Associations).

In 2018, the George Town Community Safety Group were successful in obtaining funding by way of a grant from the Department of State Growth to implement a road safety initiative. Designed to act as a deterrent for speeding by providing a visual reminder to drivers to reduce speed, the initiative involved the placement of stickers on kerbside bins throughout the municipality that read 'Please Slow Down, Consider Our Kids'.

As reflected in the minutes of its meeting 12 December 2018, Council were informed of the invitation to nominate the George Town Community Safety Group for the 8<sup>th</sup> Annual Australian Road Safety Awards for its road safety initiative. The George Town Community Safety Group have since been notified of its successful application for award and have been invited to attend the 8<sup>th</sup> Annual Australian Road Safety Awards.

The awards are facilitated by the Australian Road Safety Foundation, a non for profit organisation that aims to reduce to risk of fatalities and injuries on Australian roads. The event is being held at Albert Park, Melbourne, Victoria on Wednesday 13 March 2019.

The General Manager, as authorised under Councillor Allowances Policy No.5 (version 13), has approved travel and accommodation expenses for Cr Barwick (and nominated relative to accompany Cr Barwick as a support aid) to represent George Town Council at the 8<sup>th</sup> Annual Australian Road Safety Awards. The General Manager has also provided administrative assistance in travel and accommodation arrangements in accordance with Council policy.

**STRATEGIC PLAN**

**Goal 01**

Foster the growth of a diverse business and industry mix and to foster population growth.

**Key Objective**

Promote growth, both in population and business (particularly tourism) through advocacy, promotion, marketing and engagement.

**Key Priority**

Develop promotion, marketing and communication tools for George Town and the Bell Bay Industrial Precinct, including celebrating the success stories.

**RISK CONSIDERATIONS**

There is a risk that the community may question the value of Council representation at the 8<sup>th</sup> Annual Australian Road Safety Awards.

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**12.2 COUNCIL REPRESENTATION AT 8<sup>TH</sup> ANNUAL AUSTRALIAN ROAD SAFETY AWARDS (CONT.)**

**FINANCIAL IMPLICATIONS**

<b>Details</b>	<b>Cost (inc. GST)</b>
Return airfares Launceston to Melbourne	\$338.33
Accommodation – Cr Barwick	\$229.00
Awards Luncheon – 2 tickets @ \$110	\$220.00
Total **	\$787.33

*\*\*Note: Incidental costs which may be occurred by Cr Barwick over the 12 and 13 March have not been included in the above table. Any claim for reimbursement by Cr Barwick will be assessed in accordance with Council's Councillor Allowances Policy.*

Costs associated with Council representation at the 8<sup>th</sup> Annual Australian Road Safety Awards are accommodated for within the adopted 2018/2019 budget.

**OFFICER'S COMMENTS**

Australian Road Safety Awards program invites submissions for road safety initiatives across a range of categories including corporate, local and state government, community, indigenous groups and schools. Leading into the Melbourne Formula One Grand Prix, the 8<sup>th</sup> Annual Australian Road Safety Awards event will be attended by an audience from across a diverse range of backgrounds from across the nation, and can be expected to be well covered by various media outlets.

Attendance at the event by representatives of Council acknowledges the efforts and success of the George Town Community Safety Group and may realise a return on investment through the unique opportunity for the promotion of the George Town municipality while providing opportunities to establish industry and government contacts of potential benefit to future Council endeavours. Should the George Town Community Safety Group's road safety initiative be successful in receiving a reward, officers intend to capitalise the opportunity by undertaking further promotion of George Town via publications in local, state and national media.

**OFFICER'S RECOMMENDATION**

That Council:

1. Note the pending attendance of Cr Barwick at the 8<sup>th</sup> Annual Australian Road Safety Awards; and
2. Request the General Manager on behalf of Council to write a letter of congratulations and recognition of effort to the George Town Community Safety Group.

**DECISION**

**VOTING**

For:

Against:

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**12.3 GEORGE TOWN COUNCIL – PRIORITY ADVOCACY PROJECTS**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 12 February 2019

**FILE NO:** 13.13, 11.4

**ATTACHMENTS:**

1. Regent Square Master Plan Implementation & Macquarie Street Redevelopment Due Diligence Report
2. Draft Regent Square Master Plan
3. Playground Layout Plan
4. Macquarie Street Redevelopment Concept Plan
5. George Town Mountain Bike Trail due Diligence Report
6. George Town Mountain Bike Trail Economic Analysis
7. Dalrymple Road Upgrade due Diligence Report

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**SUMMARY**

This report presents a number of options to Council in respect to determining a preferred project/s for the purposes of advocating for federal funding from the major parties contesting the pending federal election likely to occur in May 2019.

**BACKGROUND**

Council has developed a list of 18 strategic priority projects:

- Economic Development Prospectus;
- York Cove Foreshore Beautification & Upgrade Works;
- York Cove Redevelopment Precinct;
- Themed Playground, rivulet area of Elizabeth Park;
- Regent Square Master Plan Implementation (inclusive of an adventure based play area and playground);
- Windmill Point Foreshore Beautification;
- George Town Mountain Bike Trail;
- Silt Management Initiatives, York Cove;
- Walking Trail, York Cove to the George Town Sports Complex;
- Shared Path, Low Head Pilot Station to Light House;
- Shared Path, East Beach to Bellingham;
- Shared Path, Hillwood Foreshore;
- George Town Sports Complex Upgrades;
- Sports Field Lighting Replacement, George Town Sports Complex;
- Sealing of internal roads and carpark areas, George Town Sports Complex;
- Dalrymple Road Upgrade;
- Glen Road Upgrade; and
- Macquarie Street Redevelopment.

Councillors were invited to nominate their preferred projects by email to the Acting General Manager at the time, resulting a total of 6 projects being nominated from seven responses. The three projects that received the most votes (each receiving 6 votes) were:

- Regent Square Master Plan Implementation;
- George Town Mountain Bike Trail; and
- Dalrymple Road Upgrade.

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**12.3 GEORGE TOWN COUNCIL – PRIORITY ADVOCACY PROJECTS (CONT.)**

A draft master plan for Regent Square has been developed and works have commenced on the installation for the first stage of a grouped play area at the site. With this in mind, it was deemed beneficial to combine the Regent Square Master Plan Implementation and Macquarie Street Redevelopment projects for advocacy purposes.

**PROJECT DESCRIPTIONS**

**Regent Square Master Plan Implementation & Macquarie Street Redevelopment - \$3.15M**

The Regent Square Master Plan Implementation project aims to further activate the centrally located open space through the provision of purpose designed play equipment for various age groups, concrete pathways, park furniture, landscaping, plaza areas and an entrance feature. The Macquarie Street Redevelopment supports the Regents Square Master Plan by reinvigorating the central area through the development of roadside space for outdoor dining and street trading, all abilities pedestrian facilities, traffic calming treatments, lighting and landscaping. The two projects integrate well, and will promote increased visitation and enhanced weekend trading opportunities.

Refer to Regent Square Master Plan Implementation & Macquarie Street Redevelopment due Diligence Report (Attachment 1) for further project details.

**George Town Mountain Bike Trail - \$4.4M**

The George Town Mountain Bike Trail proposes a trail network approximately 105 kilometres in length located at Mount George. Aimed at capturing the growing market of mountain bike trail enthusiasts, the project involves multiple trails that have been designed to accommodate users of various experience levels and can be constructed in stages if required. The project aims to stimulate local economy through increased visitation to George Town.

Refer to the George Town Mountain Bike Trail Due Diligence Report (Attachment 5) for further project details.

**Dalrymple Road Upgrade - \$4.2M**

Dalrymple Road is a collector road 12 kilometres in length connecting the East Tamar Highway in the south with Bridport Road in the north. The road does not meet current standards with a number of pavement deficiencies, bridge deficiencies and an average trafficable seal width of approximately 5.0 metres. The Dalrymple Road Upgrade project proposes to replace one of the three bridges located along this section of road and strengthen and widen the remaining two bridges. The project will also upgrade the road to meet current standards by providing a minimum sealed carriageway of 6.4 metres with an aim to remove load restrictions, improve travelling comfort, performance standards and the safety of users of Dalrymple Road.

This project has the support of the local community, school bus and heavy vehicle drivers and local agricultural and viticultural businesses.

Refer to the Dalrymple Road Upgrade Due Diligence Report (Attachment 8) for further project details.



### **12.3 GEORGE TOWN COUNCIL – PRIORITY ADVOCACY PROJECTS (CONT.)**

#### **STRATEGIC PLAN**

##### **Goal 01**

Foster the growth of a diverse business and industry mix and to foster population growth

##### **Key Objectives**

- 1 Promote growth, both in population and business (particularly tourism) through advocacy, promotion, marketing and engagement.
- 2 Support tourism stakeholders in the municipality to develop destination experiences, particularly targeting integration into State-wide and Regional initiatives.

##### **Goal 02**

Support an active, vibrant and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods.

##### **Goal 03**

Conserve our natural environment and heritage and ensure it is enjoyed by our community, visitors and future generations.

#### **RISK CONSIDERATIONS**

Any delay in decision for a preferred priority project may impact on Council's advocacy efforts.

#### **FINANCIAL IMPLICATIONS**

The purpose of determining priority projects is to advocate for funding commitments from the major parties contesting the forthcoming election.

Costs incurred to date include:

- Design consultants for the Regent Square Master Plan approximately \$18,000; and
- Design and feasibility studies for George Town Mountain Bike Trail approximately \$50,000.

Costs to implement the three shortlisted projects have been estimated as follows:

- Regents Square Master Plan Implementation and Macquarie Street Redevelopment - \$3.15m
- George Town Mountain Bike Trail - \$4.4m
- Dalrymple Road Upgrade - \$4.2m

It should be noted that each initiative will require varying levels of ongoing costs associated with maintenance and renewal.

#### **OFFICER'S COMMENTS**

Each of the shortlisted projects have merit in that they each serve to benefit the community in some way or another. Some projects have been developed further than others in terms of design, market analysis and determining economic, social and environment benefits and/or impacts, with the George Town Mountain Bike Trail being the most advanced.

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**12.3 GEORGE TOWN COUNCIL – PRIORITY ADVOCACY PROJECTS (CONT.)**

It can be difficult to forecast the type of project political parties are drawn to for any potential funding commitment. With this in mind, it is proposed that Council select more than one project to advocate for federal funding.

This matter was discussed at the Council workshop held on the 19 February 2019.

**OFFICER'S RECOMMENDATION**

That Council:

1. Selects Regent Square Master Plan Implementation and the George Town Mountain Bike Trail, as its priority projects for the purposes of advocating for federal funding from the major parties contesting the pending federal election;
2. Pursues funding for the Dalrymple Road Upgrade by way of federal and state grants; and
3. Continues to source funding by way of grants for the implementation of all of its priority projects.

**DECISION**

**VOTING**

For:

Against:

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**12.4 GEORGE TOWN COUNCIL AUDIT PANEL MEETING HELD 12 SEPTEMBER 2018**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 7 February 2019

**FILE NO:** 29.11

**ATTACHMENT:** Confirmed Minutes George Town Council Audit Panel Meeting, 12 September 2018

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Moved:

Seconded:

That the Confirmed minutes of the George Town Council Audit Panel meeting held 12 September 2018, as attached to this report be received.

**DECISION**

**VOTING**

For:

Against:

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**13. PETITIONS**

**13.1 PETITION – PRIORITY PETITION STATUS – MOUNTAIN BIKE TRAIL**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 13 February 2019

**FILE NO:** 14.5

**ATTACHMENT:** Extract of Petition

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**SUMMARY**

To receive a petition submitted by Mr James Cameron.

**OFFICER'S COMMENTS**

A petition with 351 signatures, submitted by Mr Cameron has been received by the Council on the 13 February 2019 (extract of the petition included as an attachment to this report). The petition meets the general requirements of s.57(2) of the Local Government Act 1993.

The petition states:

*“This petition under signed concerns the priority project status of the establishment of a Mountain Bike Trail in the vicinity of Mt George and requests that the George Town Council agrees to make this project its First Priority for requesting Federal Government funding prior to and in anticipation of the Federal Election to be held in 2019.”*

As required under s.60(2)(b) of the Act, a report will be brought back to Council within 42 days for Council to determine any action to be taken in respect of the petition.

The General Manager will give reasonable notice to Mr Cameron of when the Council is to consider this petition.

**OFFICER'S RECOMMENDATION**

Pursuant to s.58(2) of the Local Government Act 1993, Council receives the petition “Priority Petition Status – Mountain Bike Trail” tabled by the General Manager and submitted by Mr Cameron.

**DECISION**

**VOTING:**

For:

Against:

## **14. NOTICES OF MOTIONS**

### **14.1 NOTICE OF MOTION - CR JUSTINE BROOKS**

#### **DECISION**

Moved:

Seconded:

That Council:

1. Establish a Special Committee under Section 24 of the Local Government Act 1993 to be named the George Town Placemaking Advisory Committee for the purposes of enhancing public spaces within the George Town Municipal area, to be achieved through increased stakeholder engagement and collaboration;
2. Invite through a public expression of interest process, submissions from interested members from across the municipality, with an aim to establish a membership for the George Town Placemaking Advisory Committee comprising passionate individuals with a diverse range of skills, experience and backgrounds who are willing to give of their time and talent for the enhancement of their respective communities but also willing to work collaboratively for the greater good of the whole region.; and
3. Receive a draft Terms of Reference and selection criteria for the George Town Placemaking Advisory Committee to consider for adoption at its meeting 19 March 2019.

#### **Introduction**

*Placemaking is a multi-faceted approach to the planning, design and management of public spaces. Placemaking capitalises on a local community's assets, inspiration, and potential, with the intention of creating public spaces that promote people's health, happiness, and wellbeing.*

#### **Background**

Studies have shown that 'placemaking' is both a strategic and practical approach for improving neighbourhoods or regions by inspiring people to collectively reimagine and reinvent public spaces in order to make them desirable places to spend time in and recreate. Placemaking is said to '*strengthen the connection between people and the places they share*' and that with '*community-based participation at its centre, an effective placemaking process capitalises on a local communities' assets, inspiration, potential and it results in the creation of public spaces that contribute to people's health, happiness and wellbeing*'.

Some recent examples of placemaking carried out in the community would be the skatepark reimagine project, the Max Harris Memorial park bunker mural, Windmill Point community space and the YMCA community building facelift. These projects sought to improve an existing community 'space' through involving community members from idea through to design and execution. The project costs were kept to a minimum but the outcomes and impacts widely appreciated and highly valued by the community.

As a Town Planner, I frequently have conversations with community members about outstanding ideas and opportunities throughout the George Town municipal which would enhance the plentiful natural assets and to beautify the built environment.

While placemaking seeks to improve the *health, happiness and wellbeing* of the subject community, there is also direct link between communities with strong cultural identities and tourism. Placemaking sets about enhancing not only the built environment but also the natural assets of a region by showcasing the uniqueness of the region.

#### **14.1 NOTICE OF MOTION - CR JUSTINE BROOKS (CONT.)**

The establishment of a special committee would assist Council by harnessing skills and ideas of the community and by utilising skills of elected members in a discipline which Council currently has limited resources to be able to manage solely inhouse.

##### **Strategic Plan Conformance**

The development of a Placemaking Committee would align with the aims of Council's strategic plan, the 10-year goals of which are to:

1. *Foster the growth of a diverse business and industry mix and to foster population growth.*
2. *Support an active, vibrant, and culturally diverse community life that enjoys liveable and amenity rich neighbourhoods.*
3. *Conserve our natural environment and heritage and ensure it is enjoyed by our community, visitors and future generations.*
4. *Strengthen the vibrancy of our towns and enhance the benefits of living in a rural setting and living close to the river and coast.*
5. *Ensure Council listens to and understands community needs and continues to make responsible decisions on behalf of the community.*

The proposition of forming a community involved special committee also aligns with Council values, a sample of which include:

**Community:** *We involve people in the decisions that affect their lives;*

**Accountability:** *We are considered and transparent about how we use public resources;*

**Respect:** *We recognise and value people's diversity, equality and human rights;*

**Heritage and Environment:** *We understand that the health of the environment underpins our social and economic prosperity as well as the health and wellbeing of our community;*

**Transparency:** *We seek feedback from all directions to achieve open communication and foster collaboration;*

**Innovation:** *We are flexible, creative and responsive to changing needs; We have the courage to take informed risks and try something new; We are reflective and seek feedback to inform and shape our work. – We are supportive of innovation, both within Council and within the community;*

**Can Do:** *Our 'can do' culture is something we're proud of – the uniting elements that binds our organisation together.*

##### **Relevant Council Policy**

Special Committee Policy No.7  
Urban Design Policy No.22 (requires updating or removal)  
Community Consultation Policy No. 13

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**14.1 NOTICE OF MOTION - CR JUSTINE BROOKS (CONT.)**

**Statutory Requirements**

The Local Government Act 1993 (“the Act”) provides Councils with the power to establish Committees to assist them to carry out their duties. The Act includes the following:

***Council Committees Section 23 (1)***

*A Council may establish, on such terms as it thinks fit, Council Committees to assist it in carrying out its functions under this or any other Act.*

*(2) A Council Committee consists of Councillors appointed by the Council and any Councillor who fills a vacancy for a meeting at the request of the Council Committee.*

*(3) A meeting of a Council committee is to be conducted in accordance with prescribed procedures.*

***Special Committees Section 24***

*(1) A Council may establish, on such terms and for such purposes as it thinks fit, Special Committees.*

*(2) A Special Committee consists of such persons appointed by the Council as the Council thinks appropriate.*

*(3) The Council is to determine the procedures relating to meetings of a Special Committee.*  
Council Committees are clearly the more formal of the two types. Membership is restricted to Councillors and meetings of these Committees are to be conducted in accordance with prescribed procedures. Governance requirements for Council Committees are described later in this manual. Special Committees are less formal. Membership is not restricted to Councillors and there are no prescribed procedures for conducting meetings. Council can determine the procedures for a Special Committee on terms it sees fit. A report to Council is required to establish either a Council Committee or a Special Committee

**Community involvement**

It is proposed that the committee would be formed through the inclusion of community members from each region of the municipal area who have demonstrated an interest and/ or experience with ‘placemaking’ through cultural knowledge and activity and community space /art projects. Expression of interest for committee members would be called in an open and transparent process. It is recommended that while there would be a core number of committee members from each community, that each proposed and approved project could then form a reference group within the associated project area.

**Financial Impact**

The formation of a placemaking committee need not have an immediate financial impact however in order to act on approved projects, it is suggested that a modest budget allocation be provided with the understanding that the committee would seek to ‘shovel ready’ prepare a range of projects in order to seek funding opportunities through eligible grants.

It is proposed that budget allocation and expenditure would be proposed / recommended to Council by the committee with approval for release and audit by the relevant Council officer. No direct interaction with finances is proposed by the committee.

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**14.1 NOTICE OF MOTION - CR JUSTINE BROOKS (CONT.)**

There may also be some financial impact from any administrative support deemed appropriate to be provided by Council staff.

Reference:

“What Is Placemaking?” Project for Public Spaces, Project for Public Spaces, 2018  
George Town Council Strategic Plan 2016 - 2026

**VOTING**

For:

Against:



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**15. COUNCILLORS QUESTIONS WITHOUT NOTICE TAKEN ON NOTICE FROM PREVIOUS ORDINARY COUNCIL MEETING**

*[Refer to Minute No. 362/15 which states "At any Ordinary Meeting of Council when a 'without notice' question from a councillor is accepted, and when this question is taken on notice',*

- a) The General Manager is to record in the minutes of that meeting the 'question', and that the question was 'taken on notice'.*
- b) Provide the answer to the question 'taken on notice, at the next Ordinary Meeting of Council, in writing.']*

Nil.

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**16. COUNCIL COMMITTEE REPORTS**

**16.1 GEORGE TOWN COMMUNITY SAFETY GROUP COMMITTEE MEETING**

**REPORT AUTHOR:** General Manager

**REPORT DATE:** 7 February 2019

**FILE NO:** 22.24

**ATTACHMENT/S:** George Town Community Safety Group Committee Confirmed Minutes – 4 December 2018

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The George Town Community Safety Group Committee met on the 5 February 2019 whereby it resolved the following motions:

1. To accept the minutes of the 4 December 2018 as an accurate record of that meeting (attached);
2. To request Council’s support for Cr Heather Barwick to attend the Australian Road Safety Awards on behalf of Council and the Committee; and
3. To request that Council investigate options available into improving the safety of pedestrians attending the Dance Studio on Victoria Street i.e. advisory signs; further lighting, and provide a report back to the Committee.

**DECISION**

Moved:

Seconded:

- A. That the confirmed minutes of the George town Community Safety Group Committee meeting held on the 4 December 2018 as attached to this report be received and the Committee motions be noted.

OR

- B. That Council resolves to take the following actions:

1. ....
2. ....
3. ....

**VOTING**

For:

Against:

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**17. CLOSED MEETING**

**17.1 INTO CLOSED MEETING**

**DECISION**

Moved: Cr  
Seconded: Cr

That Council move into closed meeting at ..... to discuss the following items:

**Item 1 Closed Meeting Minutes – Ordinary Council Meeting 22 January 2019**

As per the provisions of regulation 34(6) of the Local Government (Meeting Procedures) Regulations 2015.

**REQUIRES ABSOLUTE MAJORITY OF COUNCIL**

**VOTING**

For:

Against:

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**17.3 OUT OF CLOSED MEETING**

*In accordance with the requirements of the Local Government (Meeting Procedures) Regulations 2015 regulation 15(8) while in a closed meeting the Council is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.*

**DECISION**

Moved:

Seconded:

That Council moves out of Closed Meeting at ..... and endorse those decisions taken while in Closed Meeting and the information remains Confidential.

**VOTING**

For:

Against:

There being no further business, the meeting closed at .....

Cr Bridget Archer  
**MAYOR**